



**DEPARTMENT OF CONSUMER AFFAIRS**  
CALIFORNIA BOARD OF ACCOUNTANCY  
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## MATERIALS CHECKLIST FOR TYPE D APPLICATION

The California Board of Accountancy (CBA) is providing this checklist to assist with filing a complete **Type D Application** – **An applicant who was previously licensed as a Certified Public Accountant in California and the certificate was canceled for non-payment of license renewal fees.**

### APPLICATION MATERIALS

- ☐ Application for Certified Public Accountant License. (Rev. 2/15)
  - ☐ One (1) current 2" x 2" photograph.
  - ☐ Criminal Conviction Disclosure Form. (Rev. 2/15)
  - ☐ **California Residents** – Live Scan Service for applicants residing in California.
- or**
- ☐ **Out of State Residents** – Two (2) fingerprint cards for applicants residing out-of-state – Please contact the CBA as this is not available on the CBA website.

### CONTINUING EDUCATION (CE)

- ☐ Certificates of Completion documenting 80 hours of continuing education required for re-issuance (Attest) (General).

### CALIFORNIA PROFESSIONAL ETHICS (PETH) EXAMINATION

- ☐ Passage of the **California Professional Ethics (PETH)** examination provided by the California CPA Education Foundation. The California CPA Education Foundation will notify the CBA when you have successfully passed the examination. Visit [www.calcpa.org/PETH](http://www.calcpa.org/PETH) for more information.

### FEES

- ☐ Application Processing Fee - \$50 (nonrefundable).
  - ☐ Live Scan Fingerprint Processing Fee – Must be paid directly to the Live Scan Service for applicants residing in California.
- or**
- ☐ Fingerprint Processing Fee - \$49 for applicants residing outside California (nonrefundable).

For information regarding the requirements for licensure in California, please read the *CPA Licensing Applicant Handbook*. This handbook may be obtained by visiting the CBA website at [www.cba.ca.gov](http://www.cba.ca.gov) or you may contact the CBA's Initial Licensing Unit at (916) 561-1701 and request that one be mailed to you.